



GAIL FARBER, Director

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC WORKS**

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331

<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

December 09, 2014

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

29 December 9, 2014

PATRICK OZAWA  
ACTING EXECUTIVE OFFICER

**AWARD OF CONTRACT FOR THE AS-NEEDED GEOTECHNICAL  
AND ENVIRONMENTAL DRILLING SERVICES PROGRAM  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

This action is to award six contracts for as-needed geotechnical and environmental drilling services throughout the County of Los Angeles with various contractors.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the contract work is categorically exempt from the provisions of the California Environmental Quality Act.
2. Award six contracts for the As-Needed Geotechnical and Environmental Drilling Services Program in an aggregate annual sum of \$1.5 million to various contractors. These contracts will be for a term of 1 year commencing on February 1, 2015, with four 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential contract term of 66 months with a maximum potential contract sum of \$8,250,000.
3. Authorize the Director of Public Works or her designee to annually increase the contract amount up to an additional 10 percent of the annual contract sum for unforeseen, additional work within the scope of the contract, if required.
4. Authorize the Director of Public Works or her designee to execute these contracts; to renew the contracts for each additional renewal option and extension period if, in the opinion of the Director of Public Works or her designee, the contractors have successfully performed during the previous

contract period and the services are still required; to approve and execute amendments to incorporate necessary changes within the scope of work; and to suspend work if, in the opinion of the Director of Public Works or her designee, it is in the best interest of the County of Los Angeles to do so.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended action is to provide as-needed geotechnical and environmental drilling services at various locations within the unincorporated County areas. The work to be performed will consist of various aspects of drilling related to investigations for geotechnical, environmental, and groundwater purposes. The Department of Public Works has contracted for these services since 1997.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provisions of Operational Effectiveness/Fiscal Sustainability (Goal 1), Community Support and Responsiveness (Goal 2), and Integrated Services Delivery (Goal 3). The contractor who has the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive manner will support Public Works in meeting these goals.

### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund.

The contract is for an aggregate annual amount of \$1.5 million plus 10 percent for additional work within the scope of the contract. This amount is based on the estimated annual utilization of the contractors' services by Public Works.

Funding for these services is included in various Public Works funds' Fiscal Year 2014-15 budgets. When the need arises for services under the program, financing for the required services will be from the appropriate fund source. Total annual expenditures for these services, however, will not exceed the program amount approved by the Board. Funds to finance the contracts' optional years and 10 percent additional funding for contingencies will be requested through the annual budget process.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The recommended six contractors are identified in Enclosure A. These contracts will commence on February 1, 2015, for a period of 1 year. With the Board's delegated authority, the Director of Public Works or her designee may renew these contracts for four 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential total contract term of 66 months.

The contracts will be in the form substantially similar to the form previously reviewed and approved by County Counsel (Enclosure B). Prior to the Director or her designee executing these contracts, the contractor will sign and County Counsel will review them as to form. The recommended contracts were solicited on an open-competitive basis and are in accordance with applicable Federal, State, and County requirements. The contractors are in compliance with the requirements of the Chief Executive Officer and the Board.

The award of these contracts will not result in unauthorized disclosure of confidential information and

will be in full compliance with Federal, State, and County regulations. These contracts contain terms and conditions supporting the Board's ordinances, policies, and programs including, but not limited to: the County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN and GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and Defaulted Property Tax Reduction Program Ordinance, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

These contracts include provisions that comply with Caltrans' Local Assistance Procedures Manual, which would qualify Public Works for Federally funded projects.

For routine nonemergency work, once work has been identified, a bid request will be sent to all qualified contractors. The work will be awarded to the lowest-cost, responsive, qualified contractor.

Data regarding the proposers' minority participation is on file with Public Works. The contractors were selected upon final analysis and consideration without regard to race, creed, gender, or color.

Proof of the required Comprehensive General and Automobile Liability insurance policies, naming the County as additional insured, and evidence of Workers' Compensation insurance will be obtained from the contractors before any work is assigned.

Pursuant to the applicable memorandum of understanding, the Request for Statement of Qualifications (RFSQ) for these contracted services was submitted on September 3, 2014, to the appropriate union for review. The union has not asked to meet with Public Works regarding this solicitation.

Public Works has evaluated and determined that the Living Wage Program (Los Angeles County Code, Chapter 2.201) does not apply to this recommended program, which is for services required on an as-needed and intermittent basis; hence, this program is not a Proposition A contract (Los Angeles County Code, Chapter 2.121).

This contract does not allow for a cost-of-living adjustment for the optional years.

## **ENVIRONMENTAL DOCUMENTATION**

These services are categorically exempt from the provisions of the California Environmental Quality Act (CEQA). These services are within a class of projects that have been determined not to have a significant effect on the environment in that they meets the criteria set forth in Sections 15306 and 15304 (f) of CEQA.

## **CONTRACTING PROCESS**

On September 4, 2014, Public Works solicited proposals from 69 independent contractors and

community business enterprises to accomplish this work. Also, a notice of the RFSQ was placed on the County's "Doing Business With Us" website (Enclosure C), and an advertisement was placed in the Los Angeles Times.

On October 1, 2014, six statements of qualifications were received. The statements were first reviewed to ensure they met the mandatory requirements outlined in the RFSQ. Six of the six statements met the mandatory requirements. In accordance with the award criteria outlined in the RFSQ, Public Works is recommending that all six contractors be offered the opportunity to enter into a contract with the County.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The award of these contracts will not result in the displacement of any County employees as these services are presently contracted with the private sector.

**CONCLUSION**

Please return one adopted copy of this letter to the Department of Public Works, Administrative Services Division.

Respectfully submitted,



GAIL FARBER

Director

GF:GZ:cg

Enclosures

c: Chief Executive Office (Rita Robinson)  
County Counsel  
Executive Office

**LIST OF CONTRACTORS TO BE AWARDED THE  
AS-NEEDED GEOTECHNICAL AND ENVIRONMENTAL  
DRILLING SERVICES PROGRAM**

<b>CONTRACTOR</b>	<b>LOCATION</b>
Cascade Drilling, LP	Woodinville, Washington
Duxbury Drilling	Fullerton, California
Fugro Consultants, Inc.	Houston, Texas
Gregg Drilling and Testing, Inc.	Signal Hill, California
J.E.T. Drilling, Inc.	Signal Hill, California
Tri-County Drilling	San Diego, California

SAMPLE AGREEMENT FOR  
AS-NEEDED GEOTECHNICAL AND ENVIRONMENTAL  
DRILLING SERVICES PROGRAM

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2015, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and [Name of CONTRACTOR], a [State of Incorporation] [Form of Entity] (hereinafter referred to as CONTRACTOR).

WITNESSETH

FIRST: The CONTRACTOR, for the consideration hereinafter set forth and the acceptance by the Board of Supervisors of said COUNTY of the CONTRACTOR'S Proposal filed with the COUNTY on October 1, 2014, hereby agrees to provide services as described in this Contract for As-Needed Geotechnical and Environmental Drilling Services Program.

SECOND: This AGREEMENT, together with Exhibit A, Scope of Work; Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program; Exhibit F, Performance Requirements Summary; Exhibit G, Drilling Services; Exhibit H, Work to Be Done; Exhibit I, Federally Funded Projects; the CONTRACTOR'S Proposal, all attached hereto; the Request for Proposals; and Addenda to the Request for Proposals, all of which are incorporated herein by reference, are agreed by the COUNTY and the CONTRACTOR to constitute the Contract.

THIRD: The COUNTY agrees, in consideration of satisfactory performance of the foregoing services in strict accordance with the Contract specifications to the satisfaction of the Director, to pay the CONTRACTOR pursuant to the Schedule of Prices for each project subsequently bid on Form PW-2. In no event will the COUNTY pay any and all contractors providing service under this Program an aggregate annual amount to exceed \$1.5 million or such greater amount as the Board may approve (Maximum Contract Sum).

FOURTH: The COUNTY determined that contracts for these services would be awarded to one or more qualified contractors to provide these as-needed services. Public Works will identify the work to be performed and will send out a Bid Request to all qualified contractors who have the required equipment specifications for the type of drilling work requested. Work will be assigned in accordance to Exhibit A, Scope of Work, Section L, Assignment of Work. Failure of CONTRACTOR to provide a sealed bid in the specified manner and time frame by the County may be considered nonresponsive. Notwithstanding the foregoing, the parties understand and agree that this Contract is nonexclusive, the COUNTY may enter into other contracts for the performance of the same or similar services, and the CONTRACTOR is not entitled to or guaranteed the assignment of any work hereunder.

FIFTH: This Contract's initial term shall be for a period of one year commencing on February 1, 2015, or upon execution by both parties, whichever occurs last. The COUNTY shall have the sole option to renew this Contract term for up to four additional one-year periods and six month-to-month extensions, for a maximum total Contract term of five years and six months. Each such option shall be exercised at the sole discretion of the COUNTY. The COUNTY, acting through the Director, may give a written notice of intent to renew this Contract at least ten days prior to the end of each term. At the sole discretion of the COUNTY, in lieu of renewing the Contract for the full one year, this Contract may be renewed on a month-to-month basis, upon written notice to the CONTRACTOR at least ten days prior to the end of a term. The Director will provide a written notice of nonrenewal at least ten days before the last day of any term, in which case this Contract shall expire as of midnight on the last day of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal.

SIXTH: The CONTRACTOR shall bill for all work performed on a project-by-project basis, to the satisfaction of the Director, upon receipt of a completed invoice from the Contractor, in arrears, for the work performed during the preceding month. Work performed shall be billed at the hourly rates and/or unit prices quoted in the bid on Form PW-2 for the work requested. The Contractor's claim will clearly indicate this Contract's number, job order number, dates of service, location, type of services, itemized cost of labor, and material. Public Works will only pay actual materials and equipment used and hours worked by the Contractor's employees on the assigned project. Public Works reserves the right to request additional information it may deem necessary on the invoices.

SEVENTH: Public Works will make payment to the CONTRACTOR within 30 days of receipt and approval of a properly completed and undisputed invoice. However, should the CONTRACTOR be certified by the COUNTY as a Local Small Business Enterprise, payment will be made in accordance with Board of Supervisors Policy No. 3.035, Small Business Liaison and Prompt Payment Program. Each invoice shall be in triplicate (original and two copies) and shall itemize the work completed. The invoices shall be submitted to:

County of Los Angeles Department of Public Works  
Attention Fiscal Division, Accounts Payable  
P.O. Box 7508  
Alhambra, CA 91802-7508

EIGHTH: In no event shall the aggregate total amount of compensation paid to any and all contractors under this Program exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

NINTH: The CONTRACTOR understands and agrees that only the designated Public Works Contract Manager is authorized to request or order work under this Contract. The CONTRACTOR acknowledges that the designated Contract Manager is not authorized to request or order any work that would result in the CONTRACTOR earning an aggregate compensation in excess of this Contract's Maximum Contract Sum.



IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Director of Public Works, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Director of Public Works

APPROVED AS TO FORM:

MARK J. SALADINO  
County Counsel

By \_\_\_\_\_  
Deputy

[NAME OF CONTRACTOR]

By \_\_\_\_\_  
Its President

\_\_\_\_\_  
Type or Print Name

By \_\_\_\_\_  
Its Secretary

\_\_\_\_\_  
Type or Print Name

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**Bid Detail Information**

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**Bid Number :** PW-ASD 934

**Bid Title :** As-Needed Geotechnical and Environmental Drilling Services Program

**Bid Type :** Service

**Department :** Public Works

**Commodity :** BORING, DRILLING, TESTING, AND SOUNDINGS SERVICES

**Open Date :** 9/4/2014

**Closing Date :** 10/1/2014 5:30 PM

**Bid Amount :** \$ 1,500,000

**Bid Download :** Not Available

**Bid Description :** PLEASE TAKE NOTICE that Public Works requests Statement of Qualifications for the contract for As-Needed Geotechnical and Environmental Drilling Services Program (2014-AN025). This contract has been designed to have a potential maximum contract term of five years, consisting of an initial one-year term and four potential additional one year option renewals. The total aggregate annual program amount of this service is estimated to be \$1,500,000. The Request for Statement of Qualifications (RFSQ) with contract specifications, forms, and instructions for preparing and submitting Statement of Qualifications may be accessed at <http://dpw.lacounty.gov/asd/contracts> or may be requested from Mr. Benjamin Sandoval at (626) 458 7334, [bsandoval@dpw.lacounty.gov](mailto:bsandoval@dpw.lacounty.gov), Monday through Thursday, 7 a.m. to 5 p.m.

PLEASE CHECK THE WEBSITE FREQUENTLY FOR ANY CHANGES TO THIS SOLICITATION. ALL ADDENDA AND INFORMATIONAL UPDATES WILL BE POSTED AT <http://dpw.lacounty.gov/asd/contracts>.

Minimum Requirement(s): Proposers must meet all minimum requirements set forth in the RFSQ document including, but not limited to:

1. Proposer and/or its managing employee must have a minimum of five years of experience providing geotechnical, environmental, and/or groundwater drilling services. Subcontracting is not allowed to meet this requirement.
2. Proposer must have a valid and active State of California-issued C 61/D09 Limited Specialty, Drilling, Blasting, and Oil Field Work Contractor's License at the time of submission. Subcontracting is not allowed to meet this requirement.
3. Proposer must have a valid and active State of California-issued C-57 Water Well Drilling Contractor License at the time of submission in order to qualify for water well drilling service. PLEASE NOTE: The State of California-issued C 57 Water Well Drilling Contractor License is not mandatory to submit a Statement of Qualifications and is only required to be placed on the qualified contractors list for water well drilling services. Subcontracting is not allowed to meet this requirement.

A Proposers' Conference will be held on Wednesday, September 17, 2014, at 2 p.m. at Public Works Headquarters, 900 South Fremont Avenue, Alhambra, California 91803, in The Alhambra Room. ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE IS OPTIONAL. Any addenda will be uploaded to the internet and can be found using the link listed on the previous page. It is the responsibility of the Proposers who do not attend the conference to periodically check to see if there are any changes to the RFSQ before submission. Attendees should be prepared to ask questions at that time about the specifications, proposal requirements, and contract terms. After the conference, Proposers must submit questions in writing and request information for this solicitation within three business days from the date of the conference.

The deadline to submit Statement of Qualifications is Wednesday, October 1, 2014, at 5:30 p.m. Please direct your questions to Mr. Sandoval at the number listed on the previous page.

**Contact Name :** Benjamin Sandoval

**Contact Phone# :** (626) 458-7334

**Contact Email :** [bsandoval@dpw.lacounty.gov](mailto:bsandoval@dpw.lacounty.gov)

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